

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Executive Registry

83-0289

FROM: James N. Glerum  
 Director of Personnel  
 5E-58 Headquarters

EXTENSION

NO.

DATE 14 January 1983

STAT

TO: (Officer designation, room number, and building)

DATE

RECEIVED

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COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

*Executive*  
 1. Deputy Director of  
 Central Intelligence

17 JAN 1983

Attached, per your request,  
 are briefing sheets on the Family  
 Advisory Board and FELO.

James N. Glerum

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FAMILY ADVISORY BOARD

The Board has as its origin a meeting which our General Counsel, Mr. Sporkin, had with Mrs. Colby and Victoria Toensing on 19 March 1982. Ms. Toensing is on the staff of the Senate Select Committee on Intelligence and was a member of a working group the senators established to try to improve the situation for Agency spouses in such matters as retirement benefits, security procedures in divorce actions and training related to overseas assignments. Mr. Sporkin indicated during the meeting that the Agency would establish a committee to address spouse concerns.

Mr. Sporkin testified before the House Select Committee on Intelligence on 30 March 1982 regarding former spouse legislation. He stated that a task force had been formed to listen to the views of former spouses, as well as current Agency employees and their spouses, to review current Agency practice in the family relations area and to develop specific recommendations for necessary changes. This task force was formed as the Spouse Concerns Committee and it met twice with Mrs. Colby and a group of wives and former spouses. A final report was forwarded to the Congressional Committees by Mr. Sporkin on 24 June 1982 with the following comment:

"It is my conclusion that the task force proved useful in two important regards. We were able to inform the spouses through meetings and a visit to our Family and Employee Liaison Office (FELO) of the many initiatives already undertaken by the Agency in support of spouses. At the same time, we were able to develop some new ideas and solutions to problems such as the unclassified legal guidelines and the required visit of spouses to the FELO."

Mrs. Colby requested that another meeting be held in August 1982 to review the task force report. During this meeting the spouses expressed their pleasure with the progress that had been made and indicated that they planned to continue to meet on an unofficial basis to address problems Agency families have primarily in relation to overseas service. In order to shift the emphasis from spouse concerns, they decided to call themselves the Family Advisory Board. It was agreed that they would remain in close contact with FELO and that task force representatives would be willing to meet with them several times a year to maintain an open line of communication.

FAMILY AND EMPLOYEE LIAISON OFFICE

1. The Family and Employee Liaison Office (FELO) of the Office of Personnel was established in 1981 for the primary purpose of providing personal assistance to all Agency employees and their dependents in preparing for overseas assignments and to furnish assistance or information concerning their relocation within the United States. To assist in planning for overseas assignment, the office maintains unclassified post files with pertinent up-to-date information, including post reports, welcome kits supplied by individual posts, maps, and visuals. Other supplementary material also is available, including handouts on such subjects as the preparation of wills, shipment of pets and consumables, servants, personal property insurance, and training available to spouses. The information and counseling available is of assistance to all personnel in preparing for overseas assignment. The information and services also have proven to be of considerable value to dependents.

2. FELO also provides personal assistance to employees and their families in the following areas:

a. Overseas and local school information, including information on domestic and overseas boarding schools, Department of Defense schools abroad, correspondence schools from the elementary to the graduate level, and those overseas schools with programs for the learning disabled.

b. Reentry and/or resettlement in the Washington metropolitan area, including information on reentry adjustment, child care facilities and county support services, and temporary and/or low-cost housing assistance.